

Waldorf College Action Plan

DEPARTMENT: Education Department

DATE: January 2008

GOAL: To develop and implement a qualitative program evaluation of the Teacher Preparation Program

Task	Responsibility	Timeline	Resources Required	Evaluation/Performance
Review, adjust, and ratify quantitative program evaluation action plan. ~Education Department ~Advisory Committee ~Dr. Barry Willson	Department Chair	April 2008	Meeting time, faculty, Ed. Advisory Committee, Consultant time	Agenda, Minutes
Research qualitative program evaluation instruments in use in other colleges	Education Department	May 2008	Letters, Email, Time	Sample Surveys
Determine the qualitative instruments for future use	Education Department	October 2008	Meeting time	Final Instruments
Collect qualitative data using the new instruments from the following: ~Recent Graduates ~Capstone Students ~Cooperating Teachers ~Recent Employers	Department Chair Director of Student Teaching Administrative Assistant	On-going	Instrument (s), Time, Money, Postage, Internet	Completed Qualitative Instruments
Disaggregate data for the following: ~Recent Graduates ~Capstone Students ~Cooperating Teachers ~Elementary Education ~Secondary Education ~Special Education ~Physical Education ~Music Education	Department Chair Director of Student Teaching Administrative Assistant	On-going	Clerical Time, Computer Support, Meeting Time	Entered data, Data

Report & Review qualitative program evaluation data to the following: ~Education Department ~Education Advisory Committee ~Dean of Academic Affairs	Department Chair Director of Student Teaching	On-going - November and March	Time, Clerical Time, Meeting Time, Computer Data Summary	Agendas, Data Reports
React to Data and Make Teacher Preparation Program Adjustments	Education Department	On-going	Data Reports, Clerical Time, Meeting Time	Agendas, Minutes, Adjustments to the Teacher Preparation Program
Review Qualitative Evaluation Plan	Education Department	On-going	Meeting Time, Data Reports	Revisions to the Qualitative Program Evaluation of the Teacher Preparation Program